




OFFICE OF THE CITY ATTORNEY

MEMORANDUM

**CONFIDENTIAL ATTORNEY-CLIENT AND/OR ATTORNEY WORK PRODUCT COMMUNICATION
NOT INTENDED FOR PUBLIC DISSEMINATION**

TO: Mayor Joe Wardy

FROM: John F. Nance 
Assistant City Attorney

SUBJECT: Emergency Parade Permit Application

DATE: May 28, 2004

Attached for your necessary attention is a copy of the following Request for Temporary Use of City Streets, Sidewalks, and Other Public Places:

Request submitted on May 28, 2004, by Marcela Hinojosa for a block party in the 5600 block of Beacon Avenue, between Paisano Drive and Glenwood Street, beginning at 12:00 noon on Saturday, May 29, and continuing until 2:00 a.m. on Sunday, May 30, 2004.

Also attached is a letter explaining the event and the reason for the delay in filing the request.

Paragraph A. of Section 13.32.040 of the Municipal Code requires applications for parade permits to be filed with the Director of the Building Permits and Inspections Department not less than seven days prior to the proposed date of the event. Paragraph D. of that Section provides a procedure for approval of applications filed late. The Mayor, the Mayor pro tem, or the alternate Mayor pro tem "shall issue a permit based on the standards set out in Section 13.32.050 [matters of public safety]" if the following findings are made:

1. The late filing was not due to a lack of diligence on the part of the applicant; and
2. The short notice does not unreasonably prejudice the city in preparing for the parade or temporary event.

It does not appear that any City department will be prejudiced in preparing for the event. If you find that the late filing was not due to a lack of diligence on the part of the applicant, you should

Mayor Joe Wardy

May 28, 2004

Page 2

sign the permit in the indicated space and return the application to the office of the Building Permits and Inspections Department.

If there are any questions regarding this matter, please let me know.

Attachments

Cc (w/o attachments):

Terri Cullen-Garney, Deputy City Attorney

Lisa Elizondo, City Attorney

Teresa Garcia, Assistant City Attorney

Alexandro Lozano, District 3 Representative

Jim Martinez, Chief Administrative Officer

Richarda Momsen, City Clerk

R. Alan Shubert, P.E., Director, Building Permits & Inspections Department

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor, having found in accordance with Section 13.32.040 of the El Paso Municipal Code that (1) the late filing was not due to a lack of diligence on the part of the applicant; and (2) the short notice does not unreasonably prejudice the City in preparing for the parade or temporary event, has approved the following parade permit, and that such approval is hereby ratified:

Request submitted on May 28, 2004, by Marcela Hinojosa for a block party in the 5600 block of Beacon Avenue, between Paisano Drive and Glenwood Street, beginning at 12:00 noon on Saturday, May 29, and continuing until 2:00 a.m. on Sunday, May 30, 2004. (District 3)

ADOPTED this 8TH day of June, 2004.

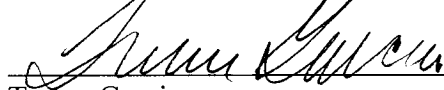
CITY OF EL PASO

Joe Wardy
Mayor

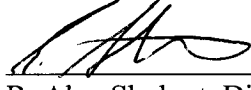
ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:


Teresa Garcia
Assistant City Attorney

APPROVED AS TO CONTENT:


R. Alan Shubert, Director
Building Permits and Inspections Department

REQUEST FOR TEMPORARY USE OF CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

Marcela Hinojosa

(Person/Organization)

Contact Person:

Marcela Hinojosa

Name

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

Blocked Party

(Moving)

☐ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: _____

(Stationary)

☒ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: _____

3. Date of Event:

May 29, 2004

Total Time of Event:

from

12:00 PM

to 2:00 AM

(Time)

(Time)

MAY 29, 2004

12:00 PM - 11:59 PM

Time in which police traffic control services will be needed:

from

to

MAY 30, 2004

12:00 AM - 11:59 PM

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

041804-1 05/28/2004 003 24
UPPER - AMPLIFICATION PERMIT TEMP USE OF
PUBLIC PLACES \$21.00

EMERGENCY

4. Approximate number of participants:

60 Persons 15 Vehicles _____ Animals _____ Other _____ Specify: _____

*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 60

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

Kid's Party (Baptist)

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: _____

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

5635 & 5637 ONLY

Beacon Ave from Glenwood to Paisano

Location of assembly area, if separate or different:

BLOCK 5635 & 5637 BEACON

IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

8. Amplification devices to be used: Yes ☒ No

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

9. Method of Street and Right-of-Way cleaning:

Signature of Applicant

Date 5-28-04

Revised 07/2002

For Office Use Only

Event: Marcela Hinojosa – Block Party

\$15.75 Fee Paid: 0414804-1 05/28/2004 003 24

\$21.00

City Council Hearing: Emergency

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering-Traffic Div.
☐ Highway Department
☐ Street Department
☐ Civic Center

Comments:

PERMIT

EVENT: Marcela Hinojosa – Block Party

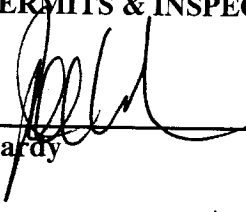
LOCATION Blocking off Beacon between Paisano and Glenwood

DATE OF EVENT: May 29, 2004 from 12:00pm to 11:59pm.
May 30, 2004 from 12:00am to 2:00am.

City Council Action: ☒ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: MAY 28, 2004 Permit No.: 04-054


R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR


Mayor Joe Wardy

Approved as to Form


John F. Nance, Assistant City Attorney

May 26, 2004

This letter is to notify you, as resident on Beacon Avenue, between Glenwood Drive and Paisano, that there will be a block party, in which all of you are coordinately invited to attend, on Saturday May 29, 2004 beginning at 12:00 pm (noon) until about 4:00 am! The reason being why the street will be closed is for the children's SAFETY since a jumping ballon will be placed on the street for them to play in! The only addresses that will be completely blocked off are going to be between 5635 and 5637 Beacon, in which no driveways will be blocked! If you agree upon this letter, you are giving us permission to block the street, all we need from you is your signature along with you address! Thank you

Soltero, Gerardo 5637 BEACON Ave

ROBERT MONTORA 5633 BEACON

ANA RICARTE 5613 BEACON

Rafaela J. Bradahuto 5611 Beacon

Janisuea Jaime 5609 Beacon

Enedina Guen a 5647 Beacon

Jose L. Banny 5649 Beacon

5659 Beacon

Mrs. Guadalupe Rodriguez

5671 BEACON

Billie

5655 BEACON

Alto. V. P. R.

5641 BEACON

James L. R.

5607 Beacon

Dores R. Silva

5621 Beacon

JESUS LEISA

5631 BEACON

Monica Giner

5617 Beacon

Joe

5645 Beacon

I-10



13

El Paso Drive

Fox Plaza

Alameda

Sr. Mayor

Joe Wardy

Me estoy dirigiendo a usted por medio de esta carta para pedirle permiso para hacer un block party no pude hacerlo antes porque no sabia que tenia que hacerlo con dos semanas de anticipacion Para pedirle permiso al City Council ya que la calle donde vivo no es muy transitada porque es usada mas por los residentes que viven en ese bloque

att,
Marta Vinayosa
Residente 5633 Beacon
El Paso Tx 79905
Phone: 778-3400

04-2208

EL PASO DRIVE
STREET

TRAFFIC CONTROL PLAN

SHALL COMPLY WITH THE LATEST EDITION OF THE TEXAS
MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES
ONE DAY PERMIT UNLESS NOTEDCLOSURE DATE: 5-29-04 12:00 P.M. - 11:57 P.M.TIME: 5-30-04 12:00 A.M. - 2:00 A.M.BY Marcelo Hinojosa DATE _____
ENGINEERING TRAFFIC DIVISION

BEACON STREET

PAISANO STREET



CW20-30

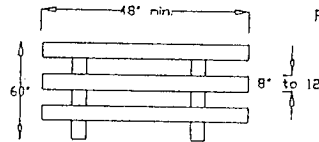


CW20-30

ROAD
CLOSED

R11-2

TYPE III BARRICADE

ROAD
CLOSED

R11-2

LEGEND

- 1 SIGN
- TYPE III BARRICADE

POSTED SPEED (MPH)	"X" SIGN SPACING (FEET)
30	120
35	160
40	240
45	320
50	400
55	500

DAILEY

NOTE: 1. FLASHING WARNING LIGHTS WILL BE USED FOR NIGHT TIME BARRICADING.

APPLICANT'S NAME: Marcelo HinojosaADDRESS: 5635 Beacon AveTELEPHONE: 778-3400DATE OF CLOSURE: May 29 - May 30, 2004

APPROVED BY: _____

ENGINEER'S SEAL

SCALE: _____

PROJECT NAME: _____

TRAFFIC CONTROL PLAN

TYPICAL STREET CLOSURE

NEIGHBORHOOD BLOCK PARTY

CITY OF EL PASO

ENGINEERING

SHEET 111 C

SHEET

SHEET

SHEET

SHEET

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SHEET

SHEET

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SHEET



CITY OF EL PASO
ENGINEERING DEPARTMENT / TRAFFIC DIVISION
TRAFFIC CONTROL PLAN APPLICATION

PROJECT NO: 04-2208

Location: BEACON ST. BLOCK PARTY

Person to Contact: MARICELA HINOJOSA

Firm: _____

Address: _____

Telephone: _____

Request: BLOCK PARTY

Closure Dates: 5-29-04 12:00 P.M. - 11:59 P.M.
5-30-04 12:00 A.M. - 2:00 A.M.

Recommendations by staff: EL PASO BARRICADE TO SET
UP TRAFFIC CONTROL

Approved By: [Signature]

Date: 5/27/04

ALL TRAFFIC CONTROL MUST COMPLY WITH THE LATEST
EDITION OF THE TEXAS MANUAL OF UNIFORM TRAFFIC
CONTROL DEVICES AND CITY OF EL PASO POLICIES.

For Office Use Only

Event: Marcela Hinojosa - Block Party

\$15.75 Fee Paid: 0414804-1 05/28/2004 003 24
\$21.00

City Council Hearing: Emergency

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering-Traffic Div.
☐ Highway Department
☐ Street Department
☐ Civic Center

Comments:

TRAFFIC HAS NO OBJECTIONS TO PROPOSED
EVENT. EL PASO BARRICADE TO SET UP
TRAFFIC CONTRD. Maria Chen 5/27/04

PERMIT

EVENT: Marcela Hinojosa - Block Party

LOCATION Blocking off Beacon between Paisano and Glenwood

DATE OF EVENT: May 29, 2004 from 12:00pm to 11:59pm.
May 30, 2004 from 12:00am to 2:00am.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

Mayor Joe Wardy

Approved as to Form _____

John F. Nance, Assistant City Attorney



May 28, 2004 10:19AM

CITY OF EL PASO

NO. 5000 P. 5/10

For Office Use Only

Event: Marcela Hinojosa - Block Party\$15.75 Fee Paid: 0414804-1 05/28/2004 003 24

\$21.00

City Council Hearing: Emergency

Copy to:

☒ Police Department☒ Fire Department☒ Sun Metro☐ Parks Department☒ Engineering-Traffic Div.☐ Highway Department☐ Street Department☐ Civic Center

Comments:

CEP 1111 LTF905
FUR 902PERMITEVENT: Marcela Hinojosa - Block PartyLOCATION Blocking off Beacon between Paisano and GlenwoodDATE OF EVENT: May 29, 2004 from 12:00pm to 11:59pm.May 30, 2004 from 12:00am to 2:00am.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.**BUILDING PERMITS & INSPECTIONS DIRECTOR**Mayor Joe Wardy

Approved as to Form _____

John F. Nance, Assistant City Attorney



CITY OF EL PASO
ENGINEERING DEPARTMENT / TRAFFIC DIVISION
TRAFFIC CONTROL PLAN APPLICATION

PROJECT NO: 04-2208

Location: BEACON ST. BLOCK PARTY

Person to Contact: MARICELA HINOJOSA

Firm: _____

Address: 5635 BEACON AVE. EL PASO TX 79905

Telephone: 915 - 778-3400

Request: BLOCK PARTY

Closure Dates: 5-29-04 12:00 P.M. - 11:59 P.M.
5-30-04 12:00 A.M. - 2:00 A.M.

Recommendations by staff: EL PASO BARRICADE TO SET
UP TRAFFIC CONTROL

Approved By: [Signature]

Date: 5/27/04

ALL TRAFFIC CONTROL MUST COMPLY WITH THE LATEST
EDITION OF THE TEXAS MANUAL OF UNIFORM TRAFFIC
CONTROL DEVICES AND CITY OF EL PASO POLICIES.

For Office Use Only

Event: Marcela Hinojosa-Block Party

☐ Fee Paid: 0414804-1 05/28/2004 003 24
☐ _____ Date

City Council Hearing: Emergency
_____ Date

Copy To:

☒ Police Department
☐ Fire Department
☐ Sun Metro
☒ Parks Department

☐ Traffic & Trans. Dept.
☐ Highway Department
☐ Street Department

Comments:

The El Paso Police Department has no objection with this event.

The Department will monitor the event as necessary with the district car.

There will be no cost to city or applicant.

04-054

PERMIT

EVENT Marcela Hinojosa-Block Party

LOCATION: Blocking off Beacon between Paisano and Glenwood

DATE OF EVENT: May 29, 2004 FROM 12:00P.M. TO 11:59P.M.
May 30, 2004 FROM 12:00P.M. TO 2:00A.M.

CITY COUNCIL ACTION: Approve Disapprove Approve w/ Mod

Date Permit Issued: _____ Permit No.: _____

Building Permits & Inspections Director